

POLICY MANUAL	Policy No. 6-10
For Municipality of South Dundas	Effective Date: March 2, 2020
Subject: Emily 911 Farm Entrance Program	DEPARTMENT: All Departments

Policy:

The purpose of this Policy is to establish and regulate the Emily 911 Farm Entrance Program. The Emily 911 Farm Entrance Program is a program to assign civic addresses to agricultural lots to assist first responders with locating agricultural properties during an emergency.

Eligibility:

The Emily 911 Farm Entrance Program policy provides agricultural property owners with a civic address that will allow first responders to better identify and respond to an emergency on agricultural properties that otherwise would be difficult to locate. Owners of agricultural properties within the Municipality of South Dundas are eligible to install one sign per property. The Emily 911 Farm Entrance Program is voluntary.

Submitting an Emily 911 Farm Entrance Program Application:

All applicants requesting an Emily 911 Farm Entrance Program civic address sign shall complete and submit an Emily 911 Farm Entrance Program Application (attached) and Acknowledgement form (attached) to the Municipality of South Dundas. All applications shall be accompanied with the associated fee payable to the Municipality of South Dundas in the amount outlined in the most current Fees and Charges By-law. The applicant shall be the property owner or must otherwise include a letter from the property owner designating the applicant as the property owner's agent.

Emily 911 Farm Entrance Program Application Review

The Director of Transportation shall review the application form and will determine the appropriate location for the requested sign. The Director will issue a civic number for the property using the roads odd/even configuration. The same civic address number shall not be used at more than one access location on the same property. Emily 911 Farm Entrance Program signs will reflect the current design standard used by the

Municipality.

Process

After the application has been reviewed and approved, the Director shall issue a sign with the corresponding civic address and install the sign and post. Administration shall notify Stormont, Dundas and Glengarry United Counties GIS and Mapping Services Department with the location and civic address number.

Limitations

The Emily 911 Farm Entrance Program sign shall not be used as a mailing address and shall only be used to better identify agricultural properties for first responders. The Emily 911 Farm Entrance Program is not acceptable for residential building applications. Obtaining an Emily 911 Farm Entrance Program sign does not guarantee that access is adequate for emergency vehicles and where access is not adequate, emergency vehicles may not be able to enter the property. The owner is responsible to ensure the sign is in good working condition and is clearly visible from both directions of the travelled portion of the road. Should the sign be damaged, knocked down, or removed, the owner is required to contact Administration for a replacement. The assignment of an Emily 911 Farm Entrance Program sign does not permit further use of, or development of, the property without appropriate application and approval.